



**HACKNEY CARRIAGE/PRIVATE HIRE VEHICLE LICENCE  
APPLICATION FORM**

Licensing Section, Town Hall, Coton Road, Nuneaton  
CV11 5AA. Telephone: (024) 7637 6222  
E-mail: [licensing@nuneatonandbedworth.gov.uk](mailto:licensing@nuneatonandbedworth.gov.uk)

**All applicants are required to produce the following with this form in person at the main reception at the above address:**

- Original valid insurance policy
- Current MOT Certificate
- DVLA registration document (V5)
  
- Fee £..... Annual Renewal  
£..... Interim

<b>For Office Use:</b>	
Copy taken and attached to application	<input type="checkbox"/>
Copy taken and attached to application	<input type="checkbox"/>
Copy taken and attached to application	<input type="checkbox"/>
Receipt Number .....	
Receipt Dated .....	

**PREFERRED METHOD OF PAYMENT IS DEBIT CARD**  
**Please complete the following sections yourself: 1(d), (e), (f), (g), (h) and (i)**  
**All sections must be answered. Failure to do so will result in the application being delayed.**

**1. APPLICANT**

- (a) Name: \_\_\_\_\_
- (b) Permanent Address: \_\_\_\_\_
- (c) Daytime Telephone number: \_\_\_\_\_
- (d) HC/PH Driver's Badge Number: \_\_\_\_\_
- (e) Trading As/Operator Name \_\_\_\_\_
- (f) Address at which vehicle will be kept if different from above  
\_\_\_\_\_
- (g) Is any other person/Company concerned in the keeping, or letting for hire of your hackney carriage/private hire vehicle? **YES/NO**
- (h) Private Hire Only – which Private Hire Operator will you obtain bookings from?  
(evidence of this will be required for new applicants) \_\_\_\_\_
- (i) Hackney Carriage Only – Where do you intend to predominantly operate the vehicle?  
\_\_\_\_\_

## 2. VEHICLE TO BE LICENSED

- (a) Type of licence sought: - **Hackney Carriage or Private Hire** \* (delete as appropriate)
- (b) (i) Make and Model of Vehicle:  
(ii) No. of passengers:
- (c) Colour of Vehicle:
- (d) Vehicle Registration number:
- (e) Date of first Registration of vehicle:
- (f) HC/PH Plate number:
- (g) Licence Expiry Date:
- (h) Are you sole owner of vehicle? **YES/NO**  
If not state ownership details \_\_\_\_\_
- (i) Registration number of vehicle being replaced: \_\_\_\_\_

### Declaration

**I declare that the information given by me in this application is correct to the best of my knowledge and belief and that I have answered all questions honestly.**

**Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**NB: It is an offence to give false information.**

- A business, club or hotel address can be accepted provided the applicant lives there permanently.
- **New** Hackney Carriage vehicles being licensed must be wheelchair accessible, less than 18 months old and be of a suitable type, size and design for use and be in excellent mechanical condition.
- Private Hire vehicles must not resemble a taxi. The private hire vehicle must be a saloon car fitted with at least 4 doors or can be a minibus with no more than 8 passenger seats.
- Details of ownership must state whether the owner is a company or partnership, where appropriate.
- The DVLA Registration Document (V5) must be provided with this application.
- A valid insurance policy must be provided with this application and it must be a policy issued in accordance with, and comply with Part VI of the Road Traffic Act 1972.
- Renewal applications must be made to the Council before the date of expiry of the licence or the licence will lapse and the plate will be terminated.

Nuneaton & Bedworth Borough Council is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.